



SOCIAL SECURITY ADMINISTRATION

US Department of Veterans Affairs, US Embassy Bldg.
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Application for a U.S. Social Security Number from Outside the United States

Applicants applying for a U.S. Social Security Number (SSN) from outside the United States must be either a U.S. citizen or eligible Non-U.S. citizen (see below for eligibility criteria).

The following instructions are supplemental to the information listed on Form SS-5: Application for a Social Security Card, which can be downloaded from the Social Security Administration's website <http://www.ssa.gov/online/ss-5fs.html>. Documentation required when applying for a SSN is listed on the Form SS-5. Please note, all submitted documents must be originals or documents certified by the custodian of the original document (the issuing authority).

ALL APPLICANTS

Must submit a completed application with the following supporting documents (Examples of acceptable supporting documents are listed on the instructions on Form SS-5):

- ✓ Completed and signed Form SS-5: Application for a Social Security Card;
- ✓ Evidence of age;
- ✓ Evidence of identity; and
- ✓ Evidence of U.S. citizenship or Immigration Status.
- ✓ Evidence of identity of the parent who will sign the Form SS-5 on a child's behalf

For applicants age 12 and older, additional documents are required as noted below depending on their citizenship or Immigration Status:

IF APPLICANT IS A U.S. CITIZEN (AGE 12 & OLDER)

The applicant is required to submit their application in person and undergo a mandatory interview at the U.S. Embassy or Consulate serving their area.

To support their application, applicants are also required to submit original documents that detail their not residing in the United States for a prolonged period of time. This is used to justify the reason why the applicant has never applied for a Social Security Number prior to age 12. While every year of absence does not need to be covered, a reasonable number of documents should be presented to demonstrate that the applicant has been living outside the United States for a prolonged period of time. Examples of acceptable documents include, but are not limited to, academic/school records, employment records, and/or travel documents. Supporting documents must identify locations abroad (i.e. city, state or province).

IF THE APPLICANT IS A NON-U.S. CITIZEN (AGE 12 & OLDER)

The applicant is required to submit their application in person and undergo a mandatory interview at the U.S. Embassy or Consulate serving their area.

Please select one of the following three scenarios as applicable:

1. If the applicant is requesting a SSN due to their entitlement to Federal, State, or local government services or benefits (in whole or in part), the applicant must present an Award Letter written on the original letterhead of the agency that will pay the benefits or perform the services.
2. If the applicant is an **immigrant visa holder** requesting a SSN due to their **Legal Permanent Resident** status (also known as LPR or Green Card holder), the applicant must present original documents proving their:
 - U.S. Immigration Status (I-551 Permanent Resident Card or the admission stamp placed in the passport after the applicant is cleared by the Immigration Officer at the port of entry and allowed to enter the United States); and
 - Valid foreign passport. The valid passport can also be used as evidence of identity.
3. Holders of a **non-immigrant visa** to work in the United States must apply for a SSN while in the United States. If the applicant fails to apply for a SSN while in the United States, they are not eligible to apply outside the United States.

SUBMITTING THE APPLICATION FOR A SSN WHILE RESIDENT ABROAD

Applicants under age 12 can generally submit their application and supporting documents *by mail* to the U.S. Embassy or Consulate serving their area. The applicant must contact the U.S. Citizen Services (American Citizen Services) section at the [U.S. Embassy or Consulate serving their area](#) to obtain their procedures for submitting an application.

Applicants age 12 and older are required to submit their application and supporting documents in person at the U.S. Embassy or Consulate serving their area. The applicant must contact the U.S. Citizen Services (American Citizen Services) section at the [U.S. Embassy or Consulate serving their area](#) to organize an appointment to submit their application in person.

For more information about Social Security, please visit our website at <http://www.socialsecurity.gov>.

Mandatory In-Person Interview Worksheet
SSN Applicant Age 12 or Older – Original SSN

Determine if the applicant has previously been assigned, or has used, an SSN by asking the questions about circumstances under which he or she may have needed an SSN. The questions listed in this worksheet are not all inclusive; additional questions may be necessary to ensure an SSN was not previously assigned and to prevent the assignment of an SSN to an individual assuming a false identity. Document all interview and development results.

Applicant Name: _____

Applicant Address: _____

1. Has the applicant ever held a full-time, part-time or temporary job in the U.S.?
☐ No ☐ Yes If yes, explain: _____
2. Has the applicant ever had a U.S. State-issued driver's license, U.S. State ID card?
☐ No ☐ Yes If yes, explain: _____
3. Has the applicant ever taken any U.S. Scholastic Achievement Test or other college-related entrance tests?
☐ No ☐ Yes If yes, explain: _____
4. Has the applicant ever attended or applied for admittance to a U.S. college, university or technical/vocational school?
☐ No ☐ Yes If yes, explain: _____
5. Has the applicant ever had a U.S. savings account in a bank, credit union, or other financial institution or ever owned U.S. stocks or U.S. bonds? Did the parents or other relatives ever open an account or buy U.S. savings bonds for the applicant?
☐ No ☐ Yes If yes, explain: _____
6. Has the applicant or his/her spouse ever filed a U.S. Federal or State income tax return or been claimed as a dependent on a Federal tax return?
☐ No ☐ Yes If yes, explain: _____
7. Has the applicant ever served in the U.S. military service or registered to vote in the U.S.?
☐ No ☐ Yes If yes, explain: _____
8. Has the applicant or the applicant's family ever applied for any type of U.S. governmental assistance such as TANF, Food Stamps, WIC, Medicaid, medical assistance, public job training or summer youth employment?
☐ No ☐ Yes If yes, explain: _____
9. Has the applicant been living outside the U.S. for a prolonged period?
☐ No ☐ Yes If yes, explain: _____

Indicate if there were any problems with the applicant's responses and/or if there were any indications that the responses or evidence was fraudulent.

Signature/Title of Approved Person Who Conducted Interview

Date

Statement of Late Filing in Connection to SSN Application
(Required for 1st time applicants 12 years old and over)

I have never applied before for a Social Security Number

☐ for myself
☐ for my child;

because – _____

I give the Social Security Administration permission to verify my birth record with the Bureau of Vital Statistics or other issuing agency in order to complete the processing of my request for a Social Security Number.

Name: _____

Date/ Place of Birth: _____

**Signature Over Printed Name of Applicant or
Person Answering the Form for the Applicant**

Date: _____

OFFICE USE ONLY
Mandatory Interview Certificate
Required for 1st time applicants 12 years old and over

To: Social Security Administration

FROM: _____
U.S. Embassy / Consulate / U.S. Military Command

I certify that _____, whose date of birth is _____
personally appeared before me to apply for a Social Security Number. The person stated that he/she has
never applied for ***nor*** been assigned a Social Security Number before.

Name and Signature of Certifying Officer
Official Designation:
Office Address:
Contact Numbers:

Date